

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



September 30, 1988

ALL-COUNTY INFORMATION NOTICE NO. I-102-88

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: UPCOMING REVISIONS TO THE FOOD STAMP EMPLOYMENT AND  
TRAINING QUARTERLY STATISTICAL REPORT

REFERENCE: All-County Letter 87-67  
All-County Information Notice I-98-87

The purpose of this notice is to alert all Counties of upcoming revisions to the "Food Stamp Employment and Training (FSET) Program Quarterly Statistical Report," STAT 40. The revisions are required as a result of new Federal instructions. A draft copy of the form and instructions are enclosed for your review. Note the form will be revised in four areas.

PART A. PROGRAM REGISTRANTS

Item 1 "Total new work registrants" will list a subitem, 1a, which will be labeled "Applicants denied eligibility or certified but exempt." Item 1a will be a subcount of Item 1 and will be for those work registered applicants who participate in a job search or other component at the time of Food Stamp Program application. It will request the number of work registered applicants who are placed in such a component and are later either denied food stamp eligibility for reasons other than noncompliance with FSET requirements or certified for food stamps but exempt from work registration.

PART B. DEFERRALS

An additional deferral criteria (currently we only have categorical and individual) called Substitute Programs will be added. (See the provisions in the Manual of Policies and Procedures [MPP] Section 63-407.811[b] for a description of the individuals who fall into this deferral criteria.)

The "Non-English speaking" deferral, Item 6(b)7, will be excluded. This type of individual deferral is listed in the State regulations but has not been approved by the Food and Nutrition Service and therefore can not be included on the STAT 40. A complete explanation on this subject will come later in an all-county letter.

The "other" deferral, Item 6(b)8, will be excluded. This type of individual deferral is being deleted since it is not included in State regulations. (See MPP Section 63-407.881[c]11-8.)

We will be requesting a count of all those work registrants in the County who held a deferral status on October 1. This section will require the count be reported by deferral criteria and reason. This information will be required only for the first quarter (October through December) of each new Federal fiscal report year.

#### PART C. COMPONENT PARTICIPANTS

Three additional components, Vocational Training, On The Job Training (OJT), and Nonvocational Training will be added. These components have been added since they are part of the State Food Stamp Employment and Training Program Plan.

#### PART D. OCTOBER REGISTRANTS

This section will be renamed "October 1 work registration status" and should only be completed for the first quarter (October through December) of each new Federal fiscal report year. It will request a count of all work registrants in the County on October 1. Additionally, it will request a count of all those work registrants in the County who held a deferral status on October 1.

A revised form will be mailed to Counties in time for use during the October through December report quarter.

If you have any questions regarding the above information, please call Anthony Armenta of the Statistical Services Section at (916) 323-4942 or ATSS 473-4942.



DENNIS J. BOYLE  
Deputy Director

Enclosures

cc: CWDA

FOOL TRAIN EMPLOYMENT AND  
TRAINING (FSET) PROGRAM  
QUARTERLY STATISTICAL REPORTSEND 1 ORIGINAL AND 1 COPY TO:  
Department of Social Services  
Statistical Services Section  
744 P Street N.S. 19-81  
Sacramento, CA. 95814  
(916) 924-2838

COUNTY:		QUARTER ENDING (FFY):			
(STATE USE ONLY):					
	MONTH 1	MONTH 2	MONTH 3	QUARTER TOTAL	
<b>PART A. PROGRAM REGISTRANTS</b>					
1. Total new work registrants					
(1a) Applicants denied eligibility or certified but exempt					
2. Number of work registrants deferred from FSET participation (Quarter Total equals Item 6 Quarter Total)					
3. Volunteers who are placed in an FSET component (Quarter Total equals Item 7(b) Quarter Total)					
4. Mandatory participants who are placed in an FSET component (include applicant placements; Quarter Total equals Item 7(a) Quarter Total)					
5. Work registrants sent notice of adverse action and appropriate applicants denied certification for failure to comply with FSET requirements					
<b>PART B. DEFERRALS</b>					
6. Total number of deferrals [Sum of 6(a), 6(b), and 6(c)]	OCT. 1	MONTH 1	MONTH 2	MONTH 3	QUARTER TOTAL
(a) Categorical					
1. Geographical					
(b) Substitute Program(s)					
(c) Individual [Sum of 6.(c).1 thru 6.(c).7]					
1. Physical or mental problems					
2. Lack of childcare					
3. Lack of transportation to/or distance from FSET program site					
4. Family difficulties					
5. Legal difficulties					
6. Temporarily unemployed expected to return to work within 60 days					

PART C. COMPONENT PARTICIPANTS	WORK-FARE	JOB SEARCH	JOB CLUB	VOC. TRAIN.	GJT	NONVOC. TRAIN.	XXXXX	XXXXX	QUARTER TOTAL
7. Total FSET participants placed in each component [Sum of 7(a) and 7(b)]									
(a) Mandatory participants									
(b) Voluntary participants									

PART D. OCTOBER 1 WORK REGISTRATION STATUS (COMPLETE FIRST QUARTER ONLY (OCT.-DEC.); SEE INSTRUCTIONS)

OCT. 1

8. Total number of work registrants in County on October 1

9. Total number of work registrants in County who held a deferral status on October 1

10. Number of FSET mandatory participants on October 1 [Difference of 8 and 9]

PART F. TO BE USED ONLY ON INSTRUCTIONS FROM THE DEPARTMENT OF SOCIAL SERVICES

11.

12.

13.

14.

**DRAFT**

REPORT PREPARED BY:

TELEPHONE:  
( )

DATE:

## FOOD STAMP EMPLOYMENT AND TRAINING (FSET) PROGRAM STATISTICAL REPORT

This report shall cover County activities relating to the Food Stamp Employment and Training (FSET) Program during each report period. The report periods are FEDERAL FISCAL QUARTERS. Each County shall prepare an original and one copy to be submitted to SDSS by the fifteenth working day of the month following the report quarter.

Following are general instructions.

### PART A. PROGRAM REGISTRANTS

Complete Items 1-5 on every quarterly report. Counties which are totally geographically excluded need only complete Items 1-2 and may zero fill Items 3-5 of PART A. For totally geographically excluded Counties, Items 1 and 2 will be identical and Item 1a will be zero.

Item 1- This is the monthly count of all food stamp applicants who do not qualify for one of the work registration exemptions listed in the provisions of the Manual of Policy and Procedures (MPP) Section 63-407.21 (a) through (h) plus the monthly count of food stamp recipients who have lost their work registration exemptions during the report quarter.

Item 1a- This is a subcount of Item 1. It is number of work registrants in Item 1 who were placed in a job search or other component at time of Food Stamp Program application but who are later either denied food stamp eligibility for reasons other than noncompliance with FSET requirements or certified but exempt from registration.

Item 2- This is the monthly count of new work registrants in Item 1 who are deferred from FSET participation plus the monthly count of ongoing work registered food stamp recipients who become deferred from FSET participation during the report quarter. Note the quarter total of this item equals the quarter total of Item 1.

Item 3- This is the monthly count of all food stamp participants, whether work registered or not, or deferred or not, who volunteer to be placed in a component and are placed in the component during the report quarter. Note the quarter total to this item equals the quarter total of Item 7(b).

Item 4- This is the monthly count of the work registrants in Item 1 who were not deferred from FSET participation (and are now mandatory participants) and who were placed in a job search component during the report quarter. If the County operates a job search or other component which began at the time of Food Stamp Program application and the applicant is placed in a component, include these applicants in this count (Applicants who are placed in a component who either perform the job search or who do not and are denied eligibility, or failure to comply with FSET requirements should be counted as placed). This count also includes the monthly count of ongoing mandatory participants who are placed in a component during the report period. Note the quarter total of this item and the quarter total of Item 7(a) will equal. Remember to include a participant in this count the time they are placed in a component.

Item 5- This is the monthly count of all notices of adverse action (NOAA) related to failure to comply with FSET requirements during the report quarter. Denials of recertification because of FSET noncompliance are included in this count. This count also includes, for counties who operate a job component at application, those applicants denied certification for failure to comply with FSET requirements.

### PART B. DEFERRALS

Complete Item 6 on every quarterly report ('Oct. 1' column is completed only for the first quarter (Oct.-Dec.) of each new Federal fiscal report year). Totally geographically excluded Counties need only complete Items 6, 6(a), 6(a)1 and may zero fill the rest of PART B. Also for Counties which are totally geographically excluded, Items 6, 6(a), 6(a)1 will equal. Item 6 is a detailed break down of the deferral counts in Items 2 and 9. The quarter total of Item 6 will equal the quarter total of Item 2. The 'Oct. 1' total of Item 6 will equal Item 9.

Item 6- This is the monthly count of new and ongoing work registrants who are granted a deferral from FSET participation for reasons cited in the employment and training plan and approved by the State Department of Social Services. Deferral criteria can be in the areas of Categorical, Substitute Program participation, or Individual. Reasons for fitting into one of the above areas can be found in MPP 63-407.811 (a)-(c) and are listed under each deferral criteria on the face of this form.

## PART C. COMPONENT PARTICIPANTS

Complete Item 7 on every quarterly report. Totally geographically excluded counties may zero fill PART C. Note Item 7 is a detailed break down of Items 3 and 4. The quarter total of Item 7(a) and quarter total of Item 4 will equal. Also the quarter total of Item 7(b) and the quarter total of Item 3 will equal.

Item 7- This is the monthly count of mandatory and voluntary participants placed in a component during the report quarter. Participants may be placed in more than one component during a quarter and should be counted for each component they enter. If the county operates a job search or other component at time of Food Stamp Program application and the applicant is placed in such a component; include these applicants in count.

## PART D. OCTOBER 1 WORK REGISTRATION STATUS

Items 8, 9, and 10 are completed only for the first quarter (Oct.-Dec.) of each new Federal fiscal report year. For Counties which are totally geographically excluded, Items 8 and 9 will equal and the number of FSET mandatory participants on October 1 (Item 10) will be zero.

Item 8- This is the count of all work registrants in the County on October 1. This count does not include October new work registrants since they are already included in Item 1.

Item 9- This is a subcount of Item 8. It is the count of all work registrants in the County who held a deferral status on October 1. This count does not include October new work registrants granted deferral from FSET participation since they are already included in Item 2.

Item 10- This is the total number of mandatory participants in the County on October 1 and is equal to the difference of Items 8 and 9.

STAT 40 EDIT INSTRUCTIONS

ALL ITEM 1 MONTH 1 + MONTH 2 + MONTH 3 = QUARTER TOTAL

ITEM 2 (QUARTER COLUMN) = ITEM 6 (QUARTER COLUMN)

ITEM 3 (QUARTER COLUMN) = ITEM 7(b) (QUARTER COLUMN)

ITEM 4 (QUARTER COLUMN) = ITEM 7(a) (QUARTER COLUMN)

THE FOLLOWING EDIT NEED ONLY BE CHECKED FOR THE FIRST QUARTER (OCT.-DEC.) OF EACH NEW FEDERAL FISCAL REPORT YEAR

ITEM 9 (OCTOBER 1 COLUMN) = ITEM 6 (OCTOBER 1 COLUMN)